

STATE OF MISSOURI



Information Technology Advisory Board

September 30, 2009 ITAB Meeting Minutes

Attendees:

Doug Young, ITAB Chair, MDC

Bill Bryan, CIO

Adams, Steve ITSD-DSS
Beckwith, Rich House
Bradley, Mark Adj General
Branson, Jim ITSD-OA
Burris, Kathy ITSD-DOC
Byers, Chip MOREnet
Carter, Howard ITSD-OA
Crocker, Jeremy ITSD-OA
Dougan, John SOS
Dwyer, Tim ITSD-DIFP
Eggen, Gary OA-DPMM
Falter, Jeff ITSD-DOR
Fischer, Chris ITSD-SEMA/DPS

Gronauer, Cliff MSHP
Haake, Rhonda ITSD-DMH
Harbison, JoAnn ITSD-DHSS
Heislen, Gary ITSD-DSS
Holmes, Arlan ITSD-OA
Jenkins, Tyler ITSD-DSS
Jobe, Elena ITSD-DNR
Kelso, Craig SOS
Mertens, Chris ITSD-OA
Mihalevich, Rick Linn State
Miller, Christina SOS
Miller, Mike MODOT
Morff, Brick SOS

Morrow, Dave AGO
Pahl, Eric ITSD-MDA
Phillips, Angie ITSD-DESE/DHE
Reed, Phil ITSD-DOR
Reuter, Renee SAO
Roggero, Jim OSCA
Roling, Michael ITSD-OA
Rowe-Pearson, Virginia ITSD-DMH
Volkart, Jason ITSD-DOLIR/DED
Wieberg, Pete ITSD-OA
Willingham, Mary Public Defender

Doug Young called the meeting to order at 8:38 a.m.

ACTION ITEMS

1. ITAB August 2009 meeting minutes were presented for approval. Motion made by Steve Adams to approve and seconded by Jim Roggero. The minutes were approved.

GENERAL BUSINESS

1. ITAB Chair Items (Doug Young, MDC)

- The Records Retention group along with Bill Bryan & Chris Wilkerson met with the Secretary of State's Office; the Secretary of State's office is very willing to work with us on e-records retention and has some excellent ideas of things that we could put in place & perhaps changes that could be made to existing policies; we realize that we cannot keep everything forever; Chris Wilkerson is going to put together a very small group made up of ITSD folks to begin the actual work with the Secretary of State's Office to come up with some recommendations to bring back to ITAB

2. CIO Discussion (Bill Bryan)

- Thanked everyone for their help the last 10 months; this was an unexpected, sudden change; ITAB is a good group and it is heading in the right direction; wished everyone good luck; a new CIO has not been identified yet; encouraged everyone to continue to be a good source of recommendations to the next CIO and to keep up the good work

On behalf of the ITAB group, Doug Young thanked Bill for his guidance and being able to work with him; wished Bill good luck on his new assignment and that everything goes well for him

REPORTS

1. Architecture Review Committee (Ron Thomas)

- Working on restructuring the domains; will be reducing the committees from 3 to 5 participants; will include one of the infrastructure directors based on the domain itself and its activities; some

of the domains currently have 12 – 14 people; looking at an effort to shorten the time to create artifacts; we think we can do this by slimming down the domains as well as doing a refresh; will involve some new people; the next meeting is scheduled for October 13 and notification will be sent out; the meeting will center around review of the domains

Doug Young stated that sub-groups may be put together to work on individual action items under the domains

2. Digital Media Developers Committee (Josh Bullock)

- No report

3. MOTEK Update (Jeff Falter)

- Reports on usage were posted; usage is slightly lower than last year

4. Personnel Committee (Phil Reed)

- Committee has been very active; meeting twice a week; Phil thanked the committee members for all their work in getting the class specs reviewed
- Class specs have all been updated; we now have class specs with clear distinctions between the classes; will be sending to Steve Siegler for review; once Steve has preliminary approval, will send to PAB for their approval; all the registrations will then be cleared & voided; all new submissions will be online; no more paper applications
- Will be taking a short break for a couple weeks before begin working on the applicant rating/scoring guide

Doug Young thanked Phil for all his work to make this go forward

5. Project Management Standing Committee (Paul Monda)

- Jim Roggero reported that the committee met last month; the focus centered on tools that can be posted for PMI users; working with the PMI chapter
- Will be reviewing & updating the charter
- The next meeting is Friday, October 16 at 10:00 am in the Office of State Courts Conference room; everyone is welcome

6. Security Committee (Chris Fischer)

- Continuing to meet the 3rd Thursday of each month; the sub-committee is still working on the Patch Management Policy

7. User Group Coordination (Jeff Falter)

- The website has been updated with the current committee chairs & meeting dates/times; annual reports have been updated for each group
- Had two agencies send an interest in the Websphere Users Group; if anyone has additional folks interested, send the names to Jeff; will get the Websphere Users Group going again

8. Internet/MOREnet Update (Chip Byers)

- Nothing to report beyond the submitted reports

9. ITSD

a. Infrastructure (Chris Wilkerson)

➤ Data Center (Howard Carter) –

- Thanks to Dept. of Social Services having some extra hours, we were able to bring in a Microsoft consultant for about 4 days to work on Exchange 2007; hope to bring it up to the consolidated agencies by December 2009

➤ Network (Pete Wieberg) –

- Sent out first round of expense management reports on cellular; looked at the last three months of usage and sent out some recommendations; realized there will be seasonal variances & business case differences; there is substantial savings possible out there
- Bumped bandwidth up to 250 megabytes in early July; we're not hitting it, thankfully; notify Pete if an agency will have any upcoming big streaming or clouding projects

Doug commented on the excellent cellular reports

➤ **Cyber Security (Jim Branson) –**

- The Smart Filter contract will expire today; attempts to negotiate a 3 month extension have failed; still trying to negotiate with the vendor to renew the license for a year; encouraged everyone to leverage the Enterprise agreement we have for desktop anti-virus and malware protection for now
- The new signature files for the IPS system continue to be enabled every Monday morning; this adds a layer of protection from Malware
- Governor Nixon signed a proclamation making October the State of Missouri's cyber security month; encouraged everyone to visit the new Missouri cyber security web page

b. Operations (Steve Siegler)

- No report

c. Web Presence (Tim Robyn)

- Ron Thomas reported Web Presence is currently working on the 15/12 reporting of stimulus; major focus right now is the stimulus 360 issue

d. Administration (Arlan Holmes)

- OA's budget is hot off the printer; the Disaster Recovery put in the budget is considered "mandatory"
- Revenue shortfalls are not turning around at this point

10. Statewide Purchasing Update (Gary Eggen)

- PAQ materials are on the website
- PC and Printer Bulk Buy estimates are due today

11. MO GIS Advisory Council/GIO Update (Tim Haithcoat)

- No report

OPEN DISCUSSION

- Chip Byers thanked MODOT for their participation in swapping some fiber in St. Louis
- Cliff Gronauer asked how/where to get the GIS data; looking for data layers (street addresses/points); Chris Fischer & Mark Bradley said to contact Renee Robinson or Debbie Bridewell
- Jason Volkart asked for an update on the MO Broadband initiative; Bill Bryan met with the legal team yesterday and went through the agreement between the state and its private partners; will circulate that among the agency's that have participated so far in the next day or two; will then begin final negotiations with the partners who have signed the agreements; the agreements are contingent upon funding under the Recovery Act; if there is no funding, the state is not obligated to contribute; there is a significant value to the state well in excess of the dollars that we are obligated to expend; expect to finalize agreements in the next couple weeks; we are in the midst of the review/comment process; Pete Wieberg & Ron Thomas are leading that effort; will have comments together and submitted to the Federal government on October 14; should then hear

from the Federal government sometime in November or early December as to which applications are funded in the first round; there will be at least one more round of funding; a quick reality check is that the total dollars sought in Missouri exceeds the total amount available in the nation; an extremely competitive process; not clear how many applications will be funded

REVIEW OF ACTION ITEMS

1. October is Cyber Security month
2. PAQ materials are out on the OA Purchasing website
3. Send names of those interested in the Websphere Users Group to Jeff Falter

Doug asked for a motion to adjourn. Steve Adams motioned, Mark Bradley seconded, it was voted on and the meeting was adjourned.

NEXT MEETING

The next ITAB meeting is scheduled for **Wednesday, October 28, 2009 at 8:30 a.m. at the Kirkpatrick State Information Center, Interpretive Center, 600 West Main Street, Jefferson City, MO.**

DY/sd